

Classroom Case Manager

Regional Intervention Program

Job Announcement

Please submit all resumes and inquiries to vicki.ervin@tn.gov

Organization Description

The Tennessee Department of Mental Health & Substance Abuse Services (TDMHSAS) is the State's mental health and substance abuse authority. The department is responsible for planning, setting policy and quality standards, system monitoring and evaluation, and advocating for persons of all ages who have mental illness, serious emotional disturbance, or substance abuse disorders.

Summary of Position

The Regional Intervention Program (RIP) is a parent-implemented, professionally-supported program for young children and their families who are experiencing challenging behaviors. Primary responsibilities include:

- Utilize lived experience to inform the provision of classroom case management to families enrolled in the program
- May provide limited individual case management services to families as indicated by program need
- Utilize and manage data systems to identify problem behaviors and solution-focused RIP classroom, home and community programs
- Teach and model positive behavior management techniques and strategies with both adults and children
- Maintain oversight of RIP classroom planning with support of RIP Program Coordinator
- Support and training of new staff as need arises
- Maintain regular intervals of inter-rater reliability with RIP staff
- Attend appropriate staff/team meetings
- May take info calls, complete contact form, and file in binder
- Note updates on shared calendar (e.g. Info Visits, Tours, Presentations, etc.)
- Use Language Line, schedule on-site interpreters & complete documentation on shared drive
- May review RIP Policies & Procedures, Enrollment Process Overview & FAQ'S with families at Info Visit
- May administer ECBI and PSS with families at Intake and submit for scoring
- May provide Positive Solutions for Families groups & community presentations
- Other administrative tasks as assigned
- Some evenings required

Education / Experience

RIP Graduate is preferred